

City of Milpitas, California

Budget # _____
Refer # _____**BUDGET CHANGE FORM**

14

Type of Change	From		To	
	Account	Amount	Account	Amount
Check one:				
<input checked="" type="checkbox"/> Budget Appropriation	100-3750	\$1,500	100-3304225	\$1,500
<input type="checkbox"/> Budget Transfer				

Explain the reason for the budget change:

The City of Milpitas conducts annual Emergency Operations Center (EOC) exercises, which include the Citizens Emergency Preparedness Advisory Committee (CEPAC) mass feeding exercise, involving more than 750 school children and EOC personnel during its annual drill. The Wal-Mart store located in Milpitas has offered a grant to the City for \$1,500 toward the purchase of food and supplies for the 2007 exercise. This is a "one time" grant that does not require matching funds from the City. The City will not incur on-going staff costs to administer and prepare reports for this grant, as it is not a requirement of Wal-Mart.

Approve a budget appropriation of \$1,500 from the donation to the FY 2006-07 Finance-Purchasing budget toward the purchase of food and supplies for the 2007 CEPAC mass feeding exercise.

☒ Check if City Council Approval required. Meeting Date: June 20, 2006

Itemization of funds, if needed:			Amount
<div>Requested by:</div> <div>Reviewed by:</div> <div>Approved by:</div>			
Division Head:		Date:	
Department Head:		Date:	
Finance Director: <i>for C. Karl</i>		Date: 6/13/06	
City Manager:		Date:	
Date approved by City Council, if required:			Confirmed by: